

ANSWER KEY

Unit 1: Communication Skills

Session 1: Active Listening

A. Multiple choice questions

1. (b) 2. (a), 3. (c) 4. (d)

Session 2: Parts of Speech

A. Multiple choice questions

1. (b) 2. (d) 3. (d)

B. Fill in the blanks

- (a) The boy is running.
(b) The girls are skipping.
(c) The girl is riding.
(d) Raju is drinking milk.
(e) The boy is studying.
(f) The dog is barking.

Session 3: Writing Sentences

A. Multiple choice questions

1. (a) 2. (d) 3. (d) 4. (b)

Unit 2: Self-management Skills

Session 3: Self-awareness

A. Multiple choice questions

1. (a) 2. (a) 3. (a) 4. (d)

Unit 3: Information and Communication Technology Skills

Session 1: Getting Started with Spreadsheet

A. Multiple choice questions

1. (a) 2. (b) 3. (d) 4. (c)

Session 2: Performing Basic Operations in a Spreadsheet

A. Multiple choice questions

1. (b) 2. (c)

Session 3: Working with Data and Formatting Text

A. Multiple choice questions

1. (b) 2. (a) 3. (d) 4. (d) 5. (c)

Session 4: Advanced Features in Spreadsheet

A. Multiple choice questions

1. (b) 2. (b) 3. (c)

Session 5: Presentation Software

A. Multiple choice questions

1. (c) 2. (c) 3. (b)

Session 6: Opening, Closing, Saving and Printing a Presentation

A. Multiple choice questions

1. (a) 2. (c) 3. (c)

Session 7: Working with Slides and Text in a Presentation

A. Multiple choice questions

1. (c) 2. (c) 3. (a)

Session 8: Advanced Features used in Presentation

A. Multiple choice questions

1. (d) 2. (c) 3. (c)

Unit 4: Entrepreneurship Skills

Session 1: Entrepreneurship and Entrepreneur

A. Multiple choice questions

1. (b) 2. (b) 3. (a)

Session 2: Barriers to Entrepreneurship

A. Match the situations in the columns to the meaning of the word

- a. (iii) b. (i) c. (ii)

B. Multiple choice questions

1. (b) 2. (b) 3. (a)

Session 3: Entrepreneurial Attitudes

A. Multiple choice questions

1. (c) 2. (b) 3. (b)

Session 4: Entrepreneurial Competencies

A. Match the situations to the type of attitude that the entrepreneur is showing

- a. (iii) b. (i) c. (iv) d. (ii)

Unit 5: Green Skills

Session 1: Green Jobs

A. Multiple choice questions

1. (b) 2. (d)

Session 2: Importance of Green Jobs

A. Multiple choice questions

1. (b) 2. (c)